Office Memorandum • United States Government

TO : Ch	h ief ,	Intellia	gence Schoo	o1		, .	DATE: 26	December	1957
FROM : Ch	hi of	Operati	ons Suppor	Faculty	æ*	•			25X1
PROM : OI	inter 9	operau.	ons buppor	raculty	.*				25 X 1
SUBJECT: We	eekly	Report 1	No. 52, 17	December -	- 24 Dec	ember l	.957		25X1
									25X1
1.	•	•		held a	meeting	with			
			ce Division ocedures on	utlined in	the new	Field	Handbook		25X1
course	T+.	was info	ormally agi					ocedures	dures
or Oper and tha	ration at a f	s Suppor	rt is a pre erage of th	erequisite ne Handbool	to the 1	Budget is t	and Fina o be giv	nce course en in the	e 25X1 s e
given i	in the	Budget	lew follower and Finance	ce course.	It was	furthe	r agreed	that if	for 25X1
			s in the Br would be g			course	had not	had the p	re- 25X1
2. Officer		ice of I	has direct	ted a memor		0		Executive Deputy Cl	
Finance	e Divi	sion, ar	nd	(Office o	f Logis	tics Tra	ining Off	icer.
in Fiel	ld Har	ldbook	nd time red in and Financ	the Admini	istrativ	e Proce	proceduredures, 0	es contain perations	ned 25X1
request blanket Support blackbo	ions Sting to boar The contract to the contrac	the const d, chart construct llty to c magnet	Faculty, di truction of t display b tion of red dispose of board, bla	a combination of a comb	Chief, ation bla movie promising Asiming Asimi	Adminis ackboar ojectio id woul vidual ble pro	trative d, magne n screen d enable training jection	Officer, (t board, in Room l the Operaids, succeen, A-	136, ations ch as, -frames,
etc. wh	nich a	re requi	red at the	e present t	time, and	d there	by provi	de for a 1	nore 25X1
4.	•					attend	ed an IA	C Sub-Com	mittee
briefin	ng on	the IPC	on Wedneso	lay, 18 Dec	ember 1	957•			25 X 1
5.	•		completed	the I. O.	on 20 1	Decembe	er.		25 X 1
6. Christn			ng members	s of the Op	peration:	s Suppo	rt Facul	ty are on	